

**STUDENT DENIED ENROLLMENT / DISMISSALS**  
(EXAMPLES)

1. This packet is designed to assist you in preparing a denied, disenrolled or withdrawal packet.

a. Soldiers may be denied enrollment for the following reasons:

- (1) Failing to meet height and weight standards IAW AR 600-9.
- (2) Failing to meet course prerequisites.
- (3) Fail to provide a completed PEC and other non-routine documents (IAW TR 350-18 annex H) within 72 hours of arrival.
- (4) Permanent/temporary profile that prevents full participation in the course.

b. Soldiers may be removed or released from a course by the Commandant before course completion for the following reasons:

(1) Disciplinary Reasons:

- (a) Falsification of any document.
- (b) Cheating on or comprising any examination.
- (c) Alcohol consumption during the training day or possession of alcoholic beverages or drugs in the Academy area.
- (d) Theft.
- (e) Insubordination.
- (f) Disorderly or immoral conduct.
- (g) Indecent conduct
- (h) Fighting or verbal altercation
- (i) Acts which jeopardize the safety of others.
- (j) Absence without cause/authority / leave.
- (k) Entering the quarters of soldiers that are the opposite sex without authority from a faculty / staff member.
- (l) Excessive use of profanity.
- (m) Possession of personally owned weapon, pyrotechnic devices, ammunition in the Academy area.
- (n) Fraternization.
- (o) Willful damage of property, personal or discriminatory in nature.
- (p) Acts that are vulgar, racial, or discriminatory in nature.
- (q) Disobeying a lawful order.
- (r) Honor code violations.

(2) Lack of motivation (as determined by the Commandant and supporting documents).

(3) Academic: Soldiers eliminated for academic reasons may re-enter the course when both the Unit Commander and the Commandant determine that the student is prepared to successfully complete the course.

(4) APFT Failure:

(a) Soldiers eliminated from ANCOC for other than academic reasons to include APFT failures may request reenrollment after a period of 1 year (AR 351-1, para 5-30).

(b) Soldiers eliminated from PLDC and BNCOC for other than academic reasons to include APFT failures may request reenrollment after a period of six months (AR 351-1, para 5-30).

(5) Medical: Disenrollment for illness, injury or other reasons beyond the control of the individual will be made without prejudice. The Commandant will provide a written statement to the first general officer in the soldier's chain-of-command, the soldier's commander, and headquarters of the order issuing authority if appropriate stating the reason for termination. The soldier will be eligible for re-admission into the course as soon as the medical condition permits. Injury or illness resulting in the loss of training hours or receipt of a temporary profile that prevents full participation in curriculum may be cause for dismissal.

(6) Withdrawal: Disenrollment for compassionate or other reasons beyond the control of the individual will be made without prejudice. The NCOA will provide a written statement to the first general officer in the soldier's chain-of-command, the soldier's commander, and headquarters of the order issuing authority if appropriate stating the reason for termination. The soldier will be eligible for re-admission into the course as soon as convenient

2. IAW TR 350-18, para 3-32 the TASS Battalion Commander/Commandant will provide written notice to the first general officer in the student's chain-of-command, company commander, and to the order issuing headquarters, if appropriate, for soldiers who:

a. Are denied enrollment due to height/weight, or have profile guidance in DA message 081650Z Mar 95, subject: APFT and Height/Weight Requirements; and DA message 292030Z Jan 99.

b. Fail to provide adequate documentation of prerequisites to attend the course.

c. Withdraw from the course for any reason.

d. Fail to meet course standards, either academically, physically, or through misconduct.

3. APPEALS: IAW AR 351-1 para 5-30 if a student is considered for disenrollment for motivational, disciplinary or academic reasons, and the reasons are adequately documented to sustain elimination action, the following procedure will apply:

a. Notify the soldier in writing of the proposed action, consequences of disenrollment, and the right to appeal. Appeal must be submitted within 48 hours after receipt of the written notification.

b. IAW AR 351-1 para 5-30 obtain from the student an acknowledgement that a counseling session was held and that elimination notice was received. The memorandum must also indicate the student's intent with regard to an appeal.

c. Appeals by soldiers will be forwarded to the Commandant. The appeal will be reviewed by a Judge Advocate prior to the final action. The Commandant will refer the appeal for final action to a disinterested Sergeant Major (E-9, who is not assigned to the NCOA involved), appointed in writing by the General Court Martial convening authority who is not assigned to the NCOA involved. All appellate actions will become part of the student's case file.

d. Soldiers who have elected to appeal will remain actively involved in the course pending disposition of their appeals. However, as an exception to this policy, any soldier who is disrupting the normal day-to-day operations of the course will be released immediately. Individuals eliminated for disciplinary reasons, lack of motivation, or failure to master tasks at sufficient speed to meet course training objectives will have the matter recorded on their DA Form 1059 IAW AR 623-1.

#### 4. REFERENCES:

- a. AR 351-1, Individual Military Education and Training, 15 October 1987.
- b. TRADOC Reg 351-10, Institutional Leader Training and Education, 1 May 1997.
- c. TRADOC Reg 350-18, Total Army Schools System (TASS), 26 May 2000.